
Board of Appeals and Review

FY 2002 Proposed Operating Budget: \$242,289
 FY 2002 Proposed Capital Budget: \$0

The Board of Appeals and Review hears citizen complaints about adverse decisions on license revocations and civil infractions from the Department of Consumer and Regulatory Affairs; litter control violations from the Department of Public Works; certificates of need, program reimbursements, and providers agreements from the Department of Health; and denials of security guard and private detective agency licenses from the Metropolitan Police Department.

The FY 2002 proposed operating budget is \$242,289, a decrease of \$2,023, or less than 1 percent, from the FY 2001 approved budget.

Budget Summary

The FY 2002 proposed operating budget for the Board of Appeals and Review (BAR) is \$242,289, a net decrease of \$2,023, or less than 1 percent, from the FY 2001 approved budget (table DK0-1). This budget supports 3 full-time equivalents (FTEs), which is unchanged from FY 2001 (table DK0-2).

- Enhance the agency Web site to increase communications with the public

Agency Background

The board was established in 1954 by order of the commissioner to hear citizen complaints about license revocations and infractions of agency rules.

Strategic Issue

In FY 2002, the board is committed to timely processing of its increasing caseload associated with decisions on license revocations and civil infractions.

FY 2002 Initiatives

The board has set the following priorities for the coming year:

- Schedule all appeals and render decisions within 30 days of filing and issuance of the hearing transcript

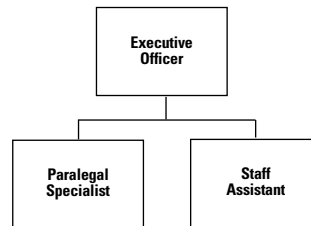
Programs

Figure DK0-1 shows the entities that make up the Board of Appeals and Review. The board reviews agency decisions when error is alleged; it can sustain, reverse, or modify the original decision or can remand the case for further consideration.

Decisions are based on testimony and documents introduced at hearings. BAR is responsible for timely processing of cases including coordination with other government agencies, attorneys, and pro se litigants. The FY 2002 funding level

Figure DK0-1

Board of Appeals and Review



provides for an executive officer and two other full-time positions. The 16-member board consists of D.C. residents appointed for a specified term by the Mayor and confirmed by the Council.

Funding Summary

The funding level reflects an increase of \$9,872 in personal services to align the personal services budget with the current staffing level based on FY 2002 requirements. Refer to the FY 2002 Operating Appendices (bound separately) for details. The net decrease of \$11,895 in nonpersonal services includes:

- an increase of \$17,701 in fixed costs.
- a net decrease of \$29,596 in other services and equipment purchases based primarily on cost saving initiatives implemented in FY 2001.

BAR is funded entirely from local sources. The FY 2002 funding level is a decrease of \$2,023 from the FY 2001 approved budget.

Trend Data

Table DK0-3 shows expenditure history for FY 1998–FY 2002.

Agency Goals and Performance Measures

Goal 1. Improve code enforcement and adjudication.

Citywide Strategic Priority Areas: Making government work

Manager: Francine Howard James, Director

Supervisor: Anthony A. Williams, Mayor

Measure 1.1. Number of appeals filed

	Fiscal Year				
	1999	2000	2001	2002	2003
Target	99	99	108	100	120
Actual	70	190	39	-	-

Note: FY 2001 actual figure is a year-to-date figure through January 24, 2001.

Measure 1.2: Number of appeal decisions issued

	Fiscal Year				
	1999	2000	2001	2002	2003
Target	80	75	82	100	90
Actual	80	91	66	-	-

Note: FY 2001 actual figure is a year-to-date figure through January 24, 2001.

Measure 1.3: Percentage of appeals scheduled for hearing 30 days after filing

	Fiscal Year				
	1999	2000	2001	2002	2003
Target	95	98	95	95	95
Actual	95	95	95	-	-

Note: FY 2001 actual figure is a year-to-date figure through January 24, 2001.

Measure 1.4: Percentage of appeal decisions issued 30 days after hearing transcript

	Fiscal Year				
	1999	2000	2001	2002	2003
Target	95	98	95	95	95
Actual	95	95	95	-	-

Note: FY 2001 actual figure is a year-to-date figure through January 24, 2001.

Table DK0-1

FY 2002 Proposed Operating Budget, by Comptroller Source Group

(dollars in thousands)

Board of Appeals and Review

	Actual FY 2000	Approved FY 2001	Proposed FY 2002	Change from FY 2001
Regular Pay - Cont Full Time	118	122	128	6
Additional Gross Pay	1	0	0	0
Fringe Benefits	16	20	24	4
<i>Subtotal Personal Services (PS)</i>	<i>135</i>	<i>142</i>	<i>152</i>	<i>10</i>
Supplies and Materials	8	6	6	0
Utilities	13	7	7	0
Communications	2	10	12	2
Rent - Land and Structures	0	0	7	7
Janitorial Services	0	0	4	4
Security Services	0	0	5	5
Other Services and Charges	36	23	11	-12
Contractual Services	18	32	29	-3
Equipment and Equipment Rental	28	25	10	-15
<i>Subtotal Nonpersonal Services (NPS)</i>	<i>104</i>	<i>102</i>	<i>90</i>	<i>(12)</i>
Total Proposed Operating Budget	240	244	242	(2)

Table DK0-2

FY 2002 Full-Time Equivalent Employment LevelsBoard of Appeals and Review

	Actual FY 2000	Approved FY 2001	Proposed FY 2002	Change from FY 2001
Continuing full time	3	3	3	0
Total FTEs	3	3	3	0

Table DK0-3

FY 2002 Proposed Operating Budget, by Revenue Type

(dollars in thousands)

Board of Appeals and Review

	Actual FY 1998	Actual FY 1999	Actual FY 2000	Approved FY 2001	Proposed FY 2002
Local	159	231	240	244	242
Gross Funds	159	231	240	244	242